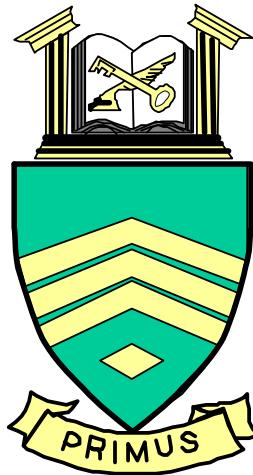


# **FIRST SERGEANT COURSE**



## **COURSE INTRODUCTION**

# SCOP E

**A scenario-driven, performance-oriented course of instruction designed to prepare master sergeants and sergeants first class for positions of responsibility as unit first sergeants.**

# MISSION

**To educate senior noncommissioned officers to perform first sergeant duties, both tactical and garrison related, with battle focused emphasis on training, support of tactical operations, day-to-day problem solving, soldier's family care, and communications skills.**

**E** Prepare Master Sergeants and Sergeants First Class' to perform 1SG duties with emphasis on the following tasks:

- 1- Conduct Unit Personnel Management and Administration**
- 2- Develop and Improve Unit Leadership, Discipline, and Morale**
- 3- Monitor Unit Logistics, Maintenance, and Security Programs**
- 4- Support Unit Operations and Develop Training Programs**
- 5- Monitor and Implement Unit Physical Training Programs**

# **DAYS 2-5**

**Intro to Soldier Team  
Development**

**Role of the 1SG**

**Risk Management**

**Risk Management PE**

**Article 15**

**Weight Control  
Program**

**Physical Fitness PE**

**Equal Opportunity  
Suicide Prevention  
Stress Management**

**ASAP**

**D&C PE**

**NCOER &  
Performance  
Exam/Review  
AFTB**

# **DAY 6-**

# **9**

**Written Exam #1**  
**AWOL/Unsatisfactory**  
**Participation**  
**Separations**  
**Enlisted**  
**Promotions/Reduction**  
**on**  
**SFPA**  
**Retention Program**  
**Sponsorship Program**

**Train a Company**  
**METL**  
**Long/Short Range**  
**Planning**  
**Company Training**  
**Meetings**  
**Training Execution**  
**Training**  
**Assessment**

# DAY 10-

# 15

**Written Exam #2**  
**Army Operations**  
**Combat Orders**  
**CSS**  
**Unit Movement**  
**Military Property**  
**Supply Management**  
**Briefing**  
**Performance Exam**

**Ethics PE**  
**Counseling PE**  
**Written Exam**  
**#3**  
**AER**  
**Counseling**  
**End of Course**  
**Critique**  
**Graduation**

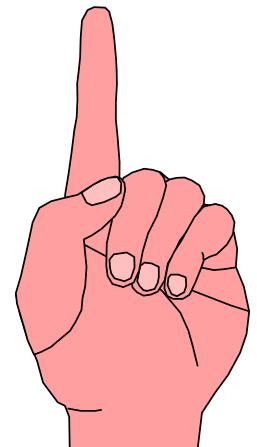
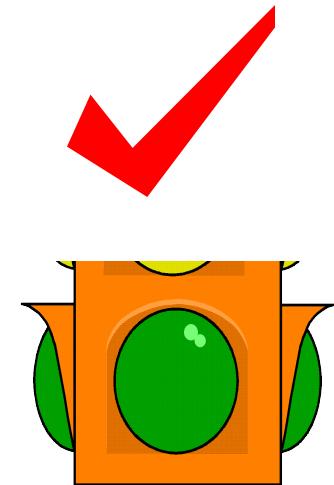
# GRADUATION REQUIREMENTS

- **Meet Academic Standards**
- **Meet Conduct and Discipline Standards**



# ACADEMIC STANDARDS

- All instruction is mission critical
- Students must achieve a “GO” on each evaluation/exam
- Only one retest allowed for each primary evaluation/exam



# EVALUATION

## S

- **Three (3) Written Examinations**
- **One (1) Performance Evaluation**
- **One (1) Oral Presentation**



# ACADEMIC FAILURES

- The Commandant will dismiss students who fail the retest of a primary evaluation/exam
- Students dismissed for academic failure have the right to appeal thru the Commandant
- Failure of the retest of a Primary Examination/Evaluation will result in a final AER rating of “Failed to Achieve Course Standards”



# **CONDUCT & DISCIPLINE**

**No UCMJ violations**

**No civil violations**

**No honor violations**

# ACADEMIC EVALUATION REPORT

## 13. PERFORMANCE SUMMARY

- a. Exceeded Course Standards (Limited to 20% of Class)
- b. Achieved Course Standards
- c. Marginally Achieved Course Standards
- d. Failed to Achieve Course Standards

**Note:** To receive a rating of “Exceeded Course Standards” you must receive a **SUPERIOR** in all rated areas of “Demonstrated Abilities.”

## 14. DEMONSTRATED ABILITIES

- a. Written Communication
- b. Oral Communications
- c. Leadership Skills
- d. Contribution to Group Work
- e. Research Ability

### Ratings

Unsatisfactory  
Satisfactory  
Superior